Safety Hour FAQs

I don't feel confident to facilitate a Safety Hour, where can I get support?

There is the opportunity to attend facilitator training (details in the Safety Hour Guide), please contact Paula.Isherwood@networkrail.co.uk for more information. For support when preparing materials for a Safety Hour session please contact Amy.Murphy@networkrail.co.uk.

I work across routes and cannot get to a weekly Safety Hour, what can I do?

It is understood that there are certain roles within network rail that require you to either travel extensively or work fixed shifts. We are currently looking at ways to improve Safety Hours, and they way they are held, for anyone that falls into these categories. Keep an eye out for local Safety Hours that may take place regularly in certain locations for agile workers.

What topics should I use?

It is recommended that you use topics that are relevant and useful for you and your team. You can choose the topics for discussion and these can come from recent Close Calls, an incident or event local to you, national incident or even something that has happened to a colleague outside of the workplace that you think would be a good discussion topic. There are also a variety of Safety Hour discussion packs available on Safety Central.

What if I can't find time to do an hour a week?

There is flexibility, and if you find that you can do two 30 minute sessions easier than one 60 minute session then that is fine. Reporting will still be based on the percentage of weekly attendance for your team.

Is this just a tick box exercise?

No it is not supposed to be! There are some great examples of teams across the networks who run safety hour sessions and have seen great enthusiasm and changes to ensure safer work practices. It has also been an opportunity for people to reflect on how their day-to-day decisions affect others. If you have achieved benefits from your Safety Hours and would like to share this with your colleagues please contact safetycommunications@networkrail.co.uk to put your team forward as a case study for good practice.

What is the ideal number of attendees for a Safety Hour session?

There is no limit on the numbers, however to facilitate effectively, we would suggest no more than 20 people at a session. Any more than that and you would require more than one facilitator for everyone to be able to participate.

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Why do we need to have safety hour sessions?
The idea behind safety hour sessions offer you to have dedicated time to discuss safety issues local to you. By having these discussions you can start to look at solutions, it is envisioned that most of the safety issues can be dealt with locally. Where the safety hour sessions work well everyone participates and are able to identify solutions for themselves.

What if the issue is outside of our control and we cannot find a solution?

During your safety hour session if you find you cannot find a solution then you can use your action tracker and record it and someone in your team will need to take ownership of it to escalate it.

Who should facilitate safety hour?

Line managers are asked to facilitate safety hour sessions, the aim is to find out what is really happening in their teams. It is however advisable to get the whole team involved particularly if you have safety reps in your team.

Who do we communicate our outcomes, results and best practice to?

Each route and business area has a process, this will be explained to you during the facilitator training.

Who can I contact if I have any questions about facilitating safety hour sessions?

The lead for safety hour is Paula Isherwood and for Safety Communications or Safety Central you can contact Amy Murphy.

Paula.Isherwood@networkrail.co.uk
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home safe plan